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ECCN Classification Checklist

Use this checklist to guide your Export Control Classification Number (ECCN) process and ensure your shipments meet U.S. export compliance requirements under the EAR (Export Administration Regulations).

Step	Notes
1. Determine if your item is subject to the EAR	Use BIS flowchart or consult a compliance expert
2. Identify the category of your item (0–9) on the Commerce Control List (CCL)	Categories include Nuclear, Materials, Electronics, Aerospace, etc.
3. Identify the product group (A–E) that best describes your item	Groups include Systems, Materials, Software, Technology, etc.
4. Review ECCNs in that category to find the best match	Match specs, performance, and capabilities
5. Check for special characteristics (encryption, military use, etc.)	Watch for items with dual-use or sensitive applications
6. If unsure, request a formal classification from BIS using SNAP-R	SNAP-R is the official BIS classification system
7. Determine if an export license is required based on destination, end-use, or end-user	Use the Commerce Country Chart and ECCN-specific reasons for control
8. Check if the item falls under EAR99 (if not on the CCL)	Most consumer-grade goods fall under EAR99
9. Document your classification for internal compliance records	Keep clear, auditable classification documentation
10. Ensure all exports are screened against denied party lists and embargoed countries	Use tools like BIS Consolidated Screening List or third-party software